

**MINUTES OF THE BOARD OF TRUSTEES OF
STATE INSTITUTIONS OF HIGHER LEARNING
September 11, 2003**

BE IT REMEMBERED, That the Board of Trustees of State Institutions of Higher Learning of the State of Mississippi met in a special session at the Board Office in Jackson, Mississippi, at 1:30 p.m., and pursuant to notice in writing mailed by certified letter with return receipt requested on September 2, 2003, to each and every member of said Board, said date being at least five days prior to this September 11, 2003 meeting. At the above-named place there were present the following members to wit: Mr. Thomas W. Colbert, Ms. Ricki R. Garrett, Mr. Bryce Griffis, Dr. D. E. Magee, Jr., Dr. Bettye Henderson Neely, Ms. Virginia Shanteau Newton, Mr. Carl Nicholson, Jr., Mr. Scott Ross, and Ms. Amy Whitten. Mr. William S. Crawford, Dr. Stacy Davidson, and Mr. Roy Klumb were absent. The meeting was called to order and opened with prayer by Mr. Thomas Colbert, President.

ANNOUNCEMENT

Mr. Colbert welcomed Dr. John Hilpert, President of Delta State University, to his first Board meeting. Dr. Hilpert thanked Mr. Colbert and the Board.

Mr. Colbert stated that the Board conducted a self-examination at the Board Retreat. Today's meeting is structured as a discussion based on the initiatives identified at the Board Retreat. Dr. David Potter, Commissioner, addressed the agenda for the meeting. A special Board Book was created based on the Board members' responses to a priority survey. The agenda items are listed in descending order of importance.

1. **Timeline for Staff Changes** - The Commissioner is in the process of contracting with a consultant to review salary ranges, first for the top level System Office staff and then for the other System Office staff.
2. **Information Quality and Timeliness** - Several changes have been made to the Board materials process. A revised calendar indicated the changes in the process for submitting agenda items to the Board. The process of distributing materials to the Board has changed as well.
3. **Standardizing Institutional Data** - The Board wants to ensure that all institutional data is in a standardized format. This issue will be further reviewed by the Planning Committee.
4. **Developing an Accountability Agenda** - The Commissioner and the Presidents' Council will create a presentation for the Board in relation to the Southern Association of Colleges and Schools (SACS) accreditation process.
5. **Revision of Board Agendas** - Mr. Colbert requested that Dr. Magee, as Chairman of the Bimonthly Meeting Evaluation Committee, look into revising the Board agendas. Dr. Magee accepted the charge. The amendment to the *Board Policies and Bylaws* – 301.0506 Meeting Agenda – will be reviewed further by the Legal Committee.
6. **Engaging Presidents in Discussions** - Dr. Clinton Bristow, President of Alcorn State University, requested that presidents be allowed to make periodic presentations to the Board concerning "big picture" issues. Mr. Colbert agreed and asked the IEOs to meet with the Commissioner to schedule the presentations. Dr. Robert Khayat, Chancellor of The University of Mississippi, requested that each IEO be allowed to meet with the Board informally to discuss his/her performance in regard to the handling of certain issues. Dr. John Hilpert, President of Delta State University, suggested that the meeting take place over breakfast or lunch. Mr. Colbert requested that the Commissioner set up a schedule for the Board to have lunch with one IEO after each Board meeting.
7. **Board Responsibilities Statement** - Ms. Whitten suggested that this issue be referred to the Planning Committee for further review. As a member of the committee, Dr. Neely accepted the charge.

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8. **Trustees' Code of Conduct** - Ms. Whitten suggested that this issue be referred to the Planning Committee for further review. As a member of the committee, Dr. Neely accepted the charge.
9. **Ensuring Compliance with the Ayers Settlement** - At the September Board meeting, there will be an agenda item requesting the authority to retain the services of Mr. Paul Breazeale, CPA, as the *Ayers* auditor. Mr. Breazeale will audit all categories set forth in the Settlement Agreement. In November of 2003, a draft *Ayers Implementation Manual* which sets forth the terms of the Settlement Agreement will be brought to the *Ayers* Implementation Committee.
10. **ByLaw Revision** - The Commissioner suggested deferring this issue until a later date.
11. **Delegation of Decision-Making** - By consensus, the Board agreed to discuss the concept of a Board president serving more than a one-year term. The Commissioner recommended that the delegation of authority issue be referred to the Legal Committee. As chairman of the committee, Ms. Whitten accepted the charge.
12. **Board Meeting Schedule** - The Board discussed the possibility of meeting less than once a month.
13. **Changes in Committee Structure** - This issue was referred to the Bimonthly Meeting Evaluation Committee.
14. **Revising Board Minutes** - At this time, no recommendations were given for this issue.

OTHER BUSINESS

1. Ms. Whitten, chairman of the Legislative Committee, announced that a draft compilation of legislative issues to be discussed by the committee was available from Suzanne S. Sharpe. A copy of the handout is included in the *September 11, 2003 Board Working File*.
2. Mr. Colbert thanked the Board members and IEOs for attending the Special Board Meeting.

ADJOURNMENT

There being no further business to come before the Board, on motion by Mr. Colbert, with Mr. Crawford, Dr. Davidson, and Mr. Klumb absent and not voting, the Board members voted to adjourn.

Thomas Colbert

President, Board of Trustees of State Institutions of Higher Learning

David Potter

Commissioner, Board of Trustees of State Institutions of Higher Learning